

Parks and Recreation Committee Meeting
April 10, 2024
Regular Meeting

Members Present: Dave Steidler, Jessicka Jarvis, Teresa Adams, Grace Franks
Members Absent: Sharon Blouch, Christine Steidler, Kat Metzger
Public Present: Charlie Dove

Call to Order: Chairman Dave Steidler called the meeting to order at 7:00 p.m.

Pledge and Prayer: Pledge was led by David Steidler, prayer by Teresa Adams.

Approval of minutes:

March 13, 2024 minutes were accepted and approved as received.

Motion was made by Vice-Chairperson Jessicka Jarvis

Second by Board Member Grace Franks.

Motion carried.

Public Comment: No comments from the public.

Recreation Report: No events or programs scheduled, no report given.

Park Report: Discussion ensued on when to have Walking Trail Cleanup. The Board discussed dates in April and September. Spring date selected of April 27, 2024 and the Fall date selected of September 14, 2024 the time selected is beginning at 9:00 a.m. until 12:00 Noon. Charlie Dove said he would secure lawn and leaf size trash bags for the events and would be able to assist in the cleanup.

Friends of the Park Report: Including Fund Raising Events and donations raised: P&R Board member Kat Metzger was not present for the meeting. No report was given. Discussion ensued on what can be done on finding out more information on this non-profit organization such as who are the officers and members, dates, times and place(s) for meetings. P&R board was given a copy of the "Articles" for the organization to begin reviewing found by the Borough Secretary.

Funding Report: Grant money/Matches, Outside Donations: Secretary Adams said she received the non-cash donations from Ethan Smith on labor to finish concrete work of 3 laborers x hours each laborer totaling 72 hours, Waggoner Construction materials for the concrete and paving the additional parking totaling \$12,465.00, Franklinton United Brethren Church in Christ submitted hours for volunteers as well.

Old Business:

DCNR Project Checklist – Nothing new to report, moving forward with Bid Request.

Committed donation follow up: Vice-chairperson Jarvis was given non-cash donation information received.

Review P&R Committee ordinance: The Board tabled review of the sample ordinance they are working thru and will resume their review beginning with **Section 312: Human-Powered Vehicles** at its May 8, 2024 meeting.

Report to Borough Council: Secretary Adams said she reported on the following items to Council:

- Email sent to Solicitor pertaining to status of Request to Bid Certification Approval, waiting on her response.
- Spoke with Engineer to get list of materials needed for sidewalks and parking completion, received an email with the list.
- Email sent to Dan at Waggoner Construction for prices of materials, he said he needed Mr. Waggoner's approval prior to sending.
- Left a message for Ethan Smith pertaining to labor donation to pour and finish concrete so it can be calculated using prevailing wage, information was received.

- Email to Cheri at DCNR on progress report to see if anything else was needed, received out of office assistant response to email.
- Doot Smith did submit estimate on labor for FUBIC volunteers.
- Todd Lyons- need to know how much time he thinks it will take to stake out, set grades, set pins and calculate prevailing wage. Sent him a text to email information to me. Todd said he needs a copy of the plans, email to Engineer to see if can be forward to him, Engineer said he did so.
- Spoke with Seamus Smith, Royal Rangers contact person, said they would be willing to assist with Walking Trail clean up twice a year, possibly build birdhouses, etc.

New Business:

Account Balance request: Borough Secretary Taylor said an updated statement was coming as she is currently working thru some other items for Council. The current statement of account was provided to the Board.

Donation request letter: Secretary Adams said she hand delivered a letter requesting donation of paint for the progress sign to the manager of Ace Hardware in Dillsburg.

Banner: Discussion ensued on finding out the cost of purchasing a blank banner versus already made to place behind the progress thermometer. It was also discussed where to place the items and suggested that the verbiage should be specific about the project, such as "New Play Equipment Placement".

Adjournment:

Motion was made by Board Member Grace Franks.

Second by Secretary Teresa Adams

Meeting adjourned at 8:50 p.m.

Respectfully submitted,

Teresa M. Adams

P&R Committee Secretary